



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF SOCIAL SERVICES

ROY COOPER
GOVERNOR

MANDY COHEN, MD, MPH
SECRETARY

WAYNE E. BLACK
DIRECTOR

September 7, 2017

Dear County Director of Social Services/Human Services

Attention: County Department of Social Services/Human Services
Emergency/Disaster Coordinators

Subject: Emergency/Disaster Reminder and American Red Cross Shelter
Fundamentals Training

Hurricane season is from June 1 through November 30 of each year. The areas covered include the North Atlantic Ocean, Gulf of Mexico and the Caribbean Sea. The peak of the Hurricane Season is upon us and it is important that each county be prepared for what could be an active period. We have seen this year the impact that a major storm can bring with Hurricane Harvey and the looming threat of Hurricane Irma, and the potential of Tropical Storm Jose.

Please ensure each County Department Social Services/Human Services Emergency/Disaster Operation Plan including the Shelter Operation Plan is up-to-date and current. All staff should be aware of their county plan.

If a hurricane threatens North Carolina, County Social Services/Human Services working with their County Emergency Management Director are to operate or support shelter operations managed by the American Red Cross or shelters managed by the county.

To properly manage shelters, it is essential that employees have been thoroughly trained in shelter management and operations.

Shelter Fundamental Training provided by the American Red Cross is free and accessible through a web-based portal. To access the American Red Cross Training Website, each staff person must register through the portal at http://bit.ly/ext_register. Once each staff person registers, the training website will be available. Each staff person will use the search to locate the "Shelter Fundamental Training" as shown in attachment A.

WWW.NCDHHS.GOV

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LOCATION: 820 S. BOYLAN AVE. • MCBRYDE BUILDING • RALEIGH, NC 27603

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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

The American Red Cross Training is **required** for all County Department of Social Services/Human Services Staff.

Take the time now to be sure your county is prepared for when the next emergency/disaster threatens.

If you should have questions, please feel free to contact Carlotta Dixon at 919-527-6421 or by email: Carlotta.Dixon@dhhs.nc.gov .

Sincerely,



Richard Stegenga,
Deputy Division Director

PC-02-2017